



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Horticulture Commission, P.O. Box 91081, Baton Rouge, LA 70821-9081, (225) 952-8100, FAX (225) 925-3760



EXAMINATION OF RETAIL FLORISTRY APPLICATION

MAKE YOUR NUMBERS & LETTERS EXACTLY LIKE THESE EXAMPLES. USE CAPITAL LETTERS ONLY.

1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

* All applicants for licensure or permitting under the provisions of L.R.S. 3:3801 et seq., must have attained their eighteenth (18th) birthday.

NAME	<input type="checkbox"/> Mr.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Mrs.	PHONE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
FIRST	<input type="text"/>			BUSINESS PHONE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
MIDDLE	<input type="text"/>							
LAST	<input type="text"/>			DATE OF BIRTH *	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SUFFIX	<input type="text"/>							

MAILING ADDRESS	<input type="text"/>									
CITY	<input type="text"/>				STATE	<input type="text"/>	ZIP CODE	<input type="text"/>		
PARISH	<input type="text"/>									

Please check part (s) you need to take or re-take

<input type="checkbox"/>	RETAIL FLORISTRY (1ST TIME APPLICANT)	\$ 150.00
<input type="checkbox"/>	RE-TAKE WRITTEN SEGMENT	\$ 50.00
<input type="checkbox"/>	* RE-TAKE DESIGN SEGMENT	\$ 100.00

<input type="checkbox"/>	A WEDDING
<input type="checkbox"/>	B CORSAGE
<input type="checkbox"/>	C FUNERAL
<input type="checkbox"/>	D OCCASIONAL

TOTAL AMOUNT DUE \$. 00 FEE MUST ACCOMPANY THIS FORM.

* Must pay \$100.00 Fee for any portion(s) of design to be re-taken.

FLORIST SCHOOL ATTENDED (IF ANY)

NAME	<input type="text"/>
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SIGNATURE DATE

By signing this application the applicant agrees to abide by the Louisiana Horticulture Laws, Rules and Regulation.

EXAM APPL FEE 3056 1595 __ 1206

AES-56-24 (r.1/08)

OFFICE USE	
Transmittal #	<input type="text"/>
Check #	<input type="text"/>
Date	<input type="text"/>
Amt. \$	<input type="text"/> .00



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REFERENCE MATERIAL APPLICATION

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NAME	Mr.	Ms.	Mrs.																
FIRST																			
MIDDLE																			
LAST																			
SUFFIX																			

PHONE									
BUSINESS PHONE									

MAILING ADDRESS																								
CITY																	STATE		ZIP CODE					

REFERENCE MATERIAL FOR RETAIL FLORIST EXAM:

"FLOWERS: CREATIVE DESIGN"

Please enclose \$49.00, and \$6.00 postage and handling fee for each booklet ordered, for a total of \$55.00 per booklet.

REFERENCE MATERIAL FOR THE LANDSCAPE HORTICULTURIST EXAM:

"THE LOUISIANA NURSERYMEN'S MANUAL FOR THE ENVIRONMENTAL HORTICULTURE INDUSTRY"

Please enclose \$60.00, and \$6.00 postage and handling fee for each manual ordered, for a total of \$66.00 per manual.

REFERENCE MATERIAL FOR THE ARBORIST AND UTILITY ARBORIST EXAMS:

"ARBORISTS' CERTIFICATION STUDY GUIDE"

Please enclose \$65.00, and \$6.00 postage and handling fee for each manual ordered, for a total of \$71.00 per manual.

ADDITIONAL STUDY MATERIAL FOR UTILITY ARBORISTS: "UTILITY PRUNING OF TREES"

Please enclose \$5.00, and \$1.50 postage and handling for each booklet ordered, for a total of \$6.50 per booklet.

PRIMARY REFERENCE MATERIAL FOR THE LANDSCAPE IRRIGATION CONTRACTOR'S EXAM:

"TURF IRRIGATION MANUAL"

Please enclose \$40.00, and \$6.00 postage and handling fee for each manual ordered, for a total of \$46.00 per manual.

ADDITIONAL REFERENCE MATERIAL FOR THE LANDSCAPE IRRIGATION CONTRACTOR'S EXAM:

"CERTIFIED IRRIGATION CONTRACTOR WORKBOOK"

Please enclose \$40.00, and \$6.00 postage and handling fee for each manual ordered, for a total of \$46.00 per manual.

\$. TOTAL AMOUNT ENCLOSED

NOTE: Make check or money order payable to Louisiana Horticulture Commission.

SIGNATURE _____ DATE

OFFICE USE	
Transmittal #	
Check #	
Date	
Amt. \$.00

REFERENCE MATERIAL

0120 1835 01



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY
MIKE STRAIN DVM
COMMISSIONER



MEMORANDUM

Agricultural &
Environmental
Sciences
P.O. Box 3596
Baton Rouge,
LA 70821
(225) 925-3770
Fax: 925-3760

To: All Retail Floristry Exam Applicants
Cc: All District Offices
From: Craig M. Roussel, Director *CMR*
RE: Retail Florist Exam

Agro-Consumer
Services
P.O. Box 3098
Baton Rouge,
LA 70821
(225) 922-1341
Fax: 923-4877

The retail floristry Examinations given the year of 2010 are as follows:

Exam date	Address	Deadline
January 25-29	Nelson Memorial Bldg, LSU Campus, Baton Rouge	Dec. 11, 2009
April 26-30	Nelson Memorial Bldg, LSU Campus, Baton Rouge	Mar. 12, 2010
July 19-23	LA Tech, Lomax Hall, Ruston	June 04, 2010
October 25-29	Nelson Memorial Bldg, LSU Campus, Baton Rouge	Sept. 10, 2010

Animal Health
& Food Safety
P.O. Box 1951
Baton Rouge,
LA 70821
(225) 925-3962
Fax: 925-4103

Forestry
P.O. Box 1628
Baton Rouge,
LA 70821
(225) 925-4500
Fax: 922-1356

If you would like to be scheduled to take an exam on a particular day, please state on the front of your application which day you would prefer. It is not guaranteed that you will get the day you want, but we will do our best to accommodate you. **Once you have been assigned a day, we will not change it.**

Management
& Finance
P.O. Box 3481
Baton Rouge,
LA 70821
(225) 922-1255
Fax: 925-6012

All applications must be in the Baton Rouge Office of the Department of Agriculture and Forestry no later than 4:30 p.m. on that deadline date. If you have a disability, which qualifies under the Americans with Disabilities Act, and you need an accommodation because of that disability, please notify our office before the deadline date. In order for an accommodation to be approved, a physicians letter must be provided with the following information: (1) Your medical condition, (2) how it prevents you from completing the exam, (3) the specific accommodation requested and (4) how that accommodation will allow you to overcome your specific disability. Any accommodation request that is made may result in a three-month delay in your exam date. If you have any questions, please call our office at 225/952-8100.

Marketing
P.O. Box 3334
Baton Rouge,
LA 70821
(225) 922-1277
Fax: 922-1289

Soil & Water
Conservation
P.O. Box 3554
Baton Rouge,
LA 70821
(225) 922-1269
Fax: 922-2577

CMR/fb



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TO: Retail Floristry Examination Applicants

FROM: Craig M. Roussel, Director
Horticulture and Quarantine Programs

RE: Sites and Times for the Retail Floristry Examinations

If you apply to take the exam, you will be notified approximately two weeks before the exam of the date that you are scheduled and what to bring with you. A map will also be enclosed giving directions to the exam site.

The examination is composed of two parts:

a. Written (45 minutes)

b. Design (four hours)

You must make at least a 70% on each section in order to qualify for a license.

We suggest that you study the book "Flowers: Creative Design", available from the Louisiana Horticulture Commission. The written exam will be taken from this book. An order form is included with this packet. Please review the enclosed Horticulture Law, Rules and Regulations for written examination purposes. The design section of the test is four designs having to do with wedding work, funeral work, corsages, and specialty work.

If you have any questions, please feel free to call (225) 952-8100.

CMR:fb

Enclosures



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM

COMMISSIONER

225/952-8100



HORTICULTURE AND NURSERY LICENSES AND PERMITS

Agricultural & Environmental Sciences

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The Louisiana Horticulture Law states that no person shall receive fees, advertise, or solicit business in a regulated profession or occupation unless he holds the appropriate license or permit, or has a regular employee who holds the appropriate license or permit, or is employed by a person who holds the appropriate license or permit. For specifics on what each license or permit authorizes, see Section 3808 of the Horticulture Commission Law. All licensees are required to place at least one of their license numbers on all business related vehicles that have advertisements on them (Section 115 E of regulations).

Retail Florist License

Authorizes the holder to arrange and sell floral designs, cut flowers and ornamental plants. Does not include the sale of woody ornamentals, such as tall trees or fruit trees. Must have a regular employee (minimum of 32 hours per week) at each place of business who is a licensed florist. Does not apply to artificial materials or dried plant materials.

Requirements: Exam - Written and Design Portions
(Given Quarterly)

Fee - Written - \$50; Design - \$100
(Total - \$150)

License Fee - \$75 per year.

Landscape Horticulturist License

Authorizes the holder to recommend and execute measures for interior and exterior beautification through the use of nursery stock, may sell or lease and maintain nursery stock. Includes bed preparation, plant installation, sod installation, pruning, fertilizing, landscape maintenance and operating a nursery. Cannot draw landscape designs for a fee. May prepare drawings to indicate the placement of nursery stock. Must have licensees name, the words "Landscape Horticulturist", and license number on all drawings. We do not regulate yard work (cutting lawns, edging and hand-weeding beds).

Requirements: Written Exam - By appointment
Fee - \$50
License Fee - \$75

Landscape Irrigation Contractor License

Authorizes the holder to construct, install, connect, repair, maintain, improve or alter any portion of a landscape irrigation system, including the required wiring for that system. Requires the licensee to obtain a water supply protection specialist endorsement from the State Plumbing Board before connecting to a public or private water supply system. Licensees must enter into a written contract with the property owner specifying the landscape irrigation services to be performed and the sum to be paid for the services.

Requirements: Written Exam - By appointment
Fee - \$50
Certificate of Liability Insurance -
 \$25,000 per person bodily injury
 And
 \$50,000 per person for property damage
Attendance of continuing education seminar every three
years for renewal of license.
License Fee - \$75

Wholesale Florist License

Authorizes the holder to prepare and sell cut flowers, plant materials and ornamental plants to retail florists and cut flower dealers. Cannot make and/or sell floral arrangements.

Requirements: Written Exam - By appointment
Fee - \$50
License Fee - \$75

Arborist License

Authorizes the holder to make recommendations or execute tree surgery type work including tree removal, pruning, trimming, cabling, fertilization and cavity work. Licensees must enter into a written contract with property owners specifying work to be done and sum to be paid.

Requirements: Written Exam - By appointment
Fee - \$50
Certificate of Liability Insurance -
 \$25,000 per person for bodily injury
 And
 \$50,000 per person for property damage
Attendance of continuing education seminar annually for
renewal of license.
License Fee - \$75 per year.

Utility Arborist License

Authorizes the holder to recommend and execute the removal of trees or portions of trees along utility rights of way.

Requirements: Written Exam - By appointment
Fee - \$50
Certificate of Liability Insurance -
 \$25,000 per person for bodily injury
 And
 \$50,000 per person for property damages
Attendance of continuing education seminar annually for
 renewal of license.
License Fee - \$75 per year.

Landscape Architect License

Authorizes the holder to prepare landscape plans, grading plans, studies, designs, construction details, etc. for a fee.

Requirements: National Exam - Given twice yearly
Fee - Changes each year - cost of National Exam plus \$200
for new applicants and applicants for reciprocity and \$100 for
applicants retaking the exam.
Minimum of 8 credit hours of continuing education annually.
License Fee - \$75 per year.

Nursery Certificate Permit (Growers Permit)

Authorizes a grower to sell nursery stock, cut flowers, and bulbs which he/she grows. Permit is issued after inspection is made. Nursery is inspected for any major insects or diseases. No exam is required. Fees are as follows:

NCI - Area greater than 2,500 sq. feet and/or Greenhouse greater than 200
sq. ft. - \$50 per year. For permits effective beginning Jan. 1, 2004 fee
is \$100 per year.

NC2 - Home Yard (less than 2,500 sq. ft.) and/or Greenhouse less than
200 sq. ft. - \$10 per year. For permits effective beginning Jan. 1,
2004 fee is \$25.00 per year.

If a person wants to both grow and buy nursery stock to sell from only one location, they would need either a grower's permit or a nursery stock dealer permit, not both. If they will be growing the majority of their stock, then they can operate under just a nursery grower's permit. However, if they plan on growing and selling nursery stock at one location, and also selling at additional locations, they would need both the grower's permit and a nursery stock dealer permit for each additional location.

Nursery Stock Dealer Permit

Authorizes the holder to sell nursery stock. In order to apply for a nursery stock dealer permit, the applicant must be involved in the business of selling nursery stock. A Louisiana State Sales Tax number, issued by Louisiana Department of Revenue and Taxation ((225) 219-7318), is required prior to issuance of permit.

Requirements: Permit only - no exam - separate permit required for each outlet.
Fee - \$130 per outlet per year.

Cut Flower Dealer Permit

Authorizes the holder to sell cut flowers, either singly or in bunches. Cannot arrange flowers in any fashion. In order to apply for a cut flower dealer permit, the applicant must be involved in the business of selling cut flowers. A Louisiana State Sales Tax number, issued by Louisiana Department of Revenue and Taxation ((225) 219-7318), is required prior to issuance of permit.

Requirements: Permit only - no exam - separate permit required for each outlet.
Fee - \$70 per outlet per year.

Many of these licenses and permits have overlaps. For example:

1. If a nursery grower wants to install and maintain landscapes, they are required to have a landscape horticulturist license.
2. A retail nursery outlet selling nursery stock may operate with a landscape horticulturist license or a nursery stock dealer permit. If they install nursery stock, they are required to have a landscape horticulturist license.
3. A retail florist is not required to have a cut flower dealer permit if they want to sell cut flowers that are not in an arrangement. Also, they are not required to have a nursery stock dealer permit to sell potted plants. However, if they have sod (grass) or woody ornamentals (such as trees, shrubs, etc.) for sale, they would need a nursery stock dealer permit as well as a retail florist license.